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19 November 1986

(2)

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 18 November 1986

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1. Events of Major Interest That Have Occurred During the
Preceding Week:

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g. OL reports that the formal letter required to complete the submission package for the offsite road program was handcarried to the National Capital Planning Commission (NCPC) on 10 November. It was signed jointly by the General Services Administration and the Agency, and it requested that NCPC take action at its 4 December meeting on the Agency's Routes 123/193 offsite road program. ~~NCPC appears to be satisfied with the documents provided to them.~~ [redacted]

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h. Effective 13 November, the New Building Project Office (NBPO), OL, Site Security Staff began opening the Turkey Run Access Road construction gate at 0600 rather than 0630 hours. This action was necessary to alleviate the traffic hazard caused by vehicles backing up at the construction gate, and to meet a commitment made by NBPO to the local Federal Highway Administration to correct the problem. [redacted]

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i. *OL reports that* The General Services Administration and a local fence company have surveyed the area in West A parking lot which is on "loan" to the Agency from the Federal Highway Administration (FHWA). This action was taken in preparation for the installation of a new permanent fence. Installation of this fence will implement the Memorandum of Understanding between CIA and FHWA requiring return of this property by 31 December. Return of this property will reduce the total number of parking spaces ⁱⁿ the compound by approximately 200. This will not have an immediate impact since it is more than offset by the number of new spaces realized by repaving and restriping the ⁿNorth and ^sSouth ⁱLots. [redacted]

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j. New Building Project Office (NBPO), OL, presented Office of Information Technology (OIT) requirements for early occupancy for prewiring and installation to the Security Configuration Control Committee on 14 November. This was the first such meeting in an effort to standardize and coordinate security requirements for new construction projects. As a follow on to this meeting, the board will tour the New Headquarters Building on 19 November. [redacted]

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k. An OL architect completed an on-site survey of the DDCI's residence on the morning ~~of 18 and~~ 19 November. The collected data ~~will be~~ similar to that which was collected for the Director's home, [redacted]

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1. OL reports that the Mail and Courier Branch provided special courier support to the Public Affairs Office/ODCI. Copies of a DCI speech were delivered to eight news and wire services throughout the city. [redacted]

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m. Two motor vehicle accidents occurred during the past week involving the Mail and Courier Branch. On 7 November, minor damage was incurred to the roof of a Mail and Courier Branch truck,

[redacted] The vehicle was backing into a loading dock area of the building when the electric garage door of the loading dock malfunctioned and came down on the top of the vehicle. No injuries were sustained in the accident. ~~OL reports that~~ On 12 November, considerable damage was incurred to a Mail and Courier Branch station wagon, when it was side swiped [redacted]

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[redacted] No personal injuries were sustained. The Mail and Courier Branch driver was ticketed for failure to yield, pending further investigation by the D.C. Police Department. Statements from witnesses at the scene indicate the driver who struck the M&CB vehicle was traveling at a high rate of speed, well over the posted speed limit. [redacted]

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n. OL reports that the Executive Dining Room will be closed on 21 November for a special luncheon being served to members of the Brookings Institute. [redacted]

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p. In support of the Office of Information Technology (OIT), the Office of Logistics issued an amendment to Xerox Special Information Systems funding the fifth and final option year of a Lease to Purchase contract for four remote Automated Printing and Reproduction Systems (APARS). The APARS acquisition was made to satisfy a joint requirement of the Directorate of Administration (Office of Communications) and the Directorate of Operations for an automated cable dissemination system. This amendment, in the amount of \$647,796, brings the total funds provided under this contract to \$8,178,472.19. [redacted]

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t. Representatives from OL, Office of Security, and the Office of Personnel visited a potential site for the relocation of the Clerical Processing Branch/OP. The site is located [REDACTED]

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[REDACTED] Negotiations will proceed with the lessor to lease approximately 5,000 net useable square feet pending approval from the Executive Director. [REDACTED]

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11. OL reports that the renovation in the basement area, [REDACTED] is scheduled to be completed early January 1987. The cafeteria will be closed for asbestos removal and renovation for approximately ninety days beginning 1 December. An effort is under way to have vending machines placed in the lobby or adjoining space to provide some relief during this period. [REDACTED]

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2. Significant Events Anticipated During the Coming Week:

a. OL reports that a Transportation Task Force Meeting is scheduled for 21 November, at the Logistics Operations Center. A representative from the Staff [redacted] DDA, will attend the meeting to be briefed on the Task Force's proposal [redacted]

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and the DD/L

b. The Chief, New Building Project Office, OL, will brief the Comptroller on 20 November on the status of the New Headquarters Building Construction Budget. [redacted]

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c. On 24 November, the New Building Project Office, OL, will conduct a tour of the New Headquarters Building for the Deputy Director for Administration, Associate Deputy Director for Administration, the Executive Assistant to the DDA, and the Director of Logistics. [redacted]

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d. OL significant accomplishments of FY86 will be presented in the OL Quarterly scheduled for 21 and 24 November. [redacted]

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e. Preparations are underway for a major paving effort in the compound. The Bid Package 4 contractor *is scheduled* hopes to pave the last section of North Lot, the roadways, and the VIP Parking Lot during 20-22 November. [redacted]

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John M. Ray

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